OFFICIAL

Agenda item: 06

Diversity, Equity and Inclusion (DEI) Strategy Update.

People and Culture Committee

Date:	4 July 2025
Submitted by:	Sonia Pawson
Purpose:	To provide an update on the DEI Strategy
Recommendations:	To note the report
Summary:	The D&I strategy 'One Team' has been in place since January 2023. This report will provide an update on the progress made in the last quarter, including Spotlight Reports on DEI and Positive Action alongside community outreach and engagement workstreams.

Local Government (Access to information) Act 1972

Exemption Category:	None
Contact Officer:	Gill Cockburn, DEI Manager: gill.cockburn@westyorksfire.gov.uk
Background papers open to inspection:	One Team' D&I Strategy.
Annexes:	Example Quickscreen Report. Spotlight On Report: Diversity, Equity and Inclusion, Spotlight On Report: Positive Action and Community Engagement.

1. Introduction

1.1 The Diversity and Inclusion Strategy (2023 – 2028) was approved by members at the January 2023 Committee. The strategy was written using a values-based approach to progressing, embedding and measuring Diversity and Inclusion (D&I) at West Yorkshire Fire and Rescue Service (WYFRS) using the behaviour led model of the organisational values, aligned with the National Fire Chiefs Council (NFCC) Core Code of Ethics.

1.2 The Strategy is designed to:

- Be structured to fit our organisational priorities arising from the Community Risk Management Plan (CRMP) and includes all districts, departments and teams in a collaborative approach.

- Embed Diversity and Inclusion as standard practice into all areas of WYFRS processes, policy, and strategy, in accordance with the Core Code of Ethics and in particular the principles of Dignity and Respect and Equality, Diversity, and inclusion (EDI).

- Provide a unified approach to the positive implementation of Diversity and Inclusion principles and actions, with staff investment and understanding of our goals.

- Be a time measured framework using actions that are SMART and for which responsibility is clearly identified and shared.

1.3 Following approval of the strategy and framework, development of an action plan with defined roles, responsibilities and deadlines began. The actions from this relate to departmental and district action plans. The action plan is shared with and monitored by Diversity and Inclusion Board (DIB) with regular updates to People and Culture Committee.

2. Information

2.1 Since the last update we have progressed actions as below:

- The neurodiversity assessment process is being reviewed and updated. We have moved to an updated version of our screening tool which will eliminate the need for full diagnostic assessments for many of our staff. We will continue to require a full diagnostic assessment as evidence for exam boards where reasonable adjustments such as extra time is required (e.g. Institute of Fire Engineers), however all other employees will receive support and equipment without the need of a formal report.
- The screening tool, Quickscreen, will give employees and their managers a more detailed insight to the main areas of difficulty and provide recommendations on adjustments we can put in place to support them. This will save money, reduce the need for assessments during work time and enable the organisation to transition to a more social model approach to the provision of support. The benefit of this is that the

majority of colleagues will be supported with interventions from day one. Please see the annex at the end of this report for an example Quickscreen report.

- Individual diagnostic assessments cost the service £424.00 per person referred (totalling approx. £14k per year spend) so we will make a considerable cost saving by significantly reducing the requirement for a formal diagnostic assessment. Quickscreen reports are accepted as medical evidence by Access to Work.
- The new Anti-harassment policy and guidance have been finalised following a consultation process. This will support our compliance with the duty to take reasonable steps to prevent sexual harassment of our employees following the introduction of the Worker Protection Act in October 2024.
- The Anti-harassment policy and guidance will be promoted to employees via Corporate Communications and at teams' meetings. Training is planned over the next 6 months to inform and guide managers and employees on appropriate behaviours, how to recognise and address harassment, where to seek support and the process we follow when harassment has occurred. This will be supplemented with a new Behaviours and Culture framework.
- We are engaging with the NFCC pilot Active Bystander training with a view to rolling out across the organisation once the pilot has been reviewed and updated
- Following the Supreme Court Ruling on the definition of sex, we are consulting with individuals and teams on changes we need to make to process and policies. The current Equality and Human Rights Commission (EHRC) guidance is interim, and a consultation is underway, after which new statutory guidance will be made available though we are already taking steps to implement the Judgement.
- We have engaged a training provider to deliver training on Positive Action. This is to ensure that employees have knowledge and understanding of what we mean by positive action and why we need to implement it into workforce recruitment.
- We are moving towards the creation of a PowerApp that will automate the Equality Impact Assessment (EIA) Process. This will provide a user-friendly system that will save time and resource, and will also allow us to collect better data, track delivery and measure the impacts.
- The team have begun a review of the DEI training offer for staff. This will include an evaluation of current provision (Diversity for Everyone) and staff consultation of training needs and wants.
- The team have delivered 2 staff network roadshows in the Kirklees and Leeds districts, with plans to visit the remaining districts over the next 6 months. This gives crews the opportunity to meet the team, learn about staff networks, and share their thoughts on how we can support them in their role.

3.   Financial Implications

3.1   None

4.   Legal Implications

4.1 The Monitoring Officer has considered this report and is satisfied it is presented in compliance with the Authority's Constitution.

5. Human Resource and Diversity Implications

5.1 None

6. Equality Impact Assessment

6.1 Are the recommendations within this report subject to Equality Impact Assessment as outlined in the EIA guidance?   No

7. Health, Safety and Wellbeing Implications

7.1 None

8. Environmental Implications

- None

9. Your Fire and Rescue Service Priorities

9.1 This report links with the Community Risk Management Plan 2022-25 strategic priorities below:

- Encourage a learning environment in which we support, develop, and enable all our people to be at their best.
- Achieve a more inclusive workforce, which reflects the diverse communities we serve.

10. Conclusions

10.1 The recent Supreme Court Judgement means additional work is required connected to the DEI strategy. This is a sensitive and emotive issue for many people, and we are moving at pace to implement the Judgement whilst taking care of all colleagues most impacted by the changes.

10.2 Progress continues to deliver the projects, outputs and outcomes identified in the strategy which are moving forward as expected. Further work is underway to continue delivering the remaining items and align this strategy with the new iteration of the CRMP and the developing People Strategy.

QuickScreen
Dyslexia Test

Candidate Reference	**BROWNS53**
Organisation	**QS Dyslexia Test**
Name	**BROWN, STEVE**
Date of Birth	**17/08/1987**
Age at time of test	**32**
Gender	**Male**
Previously diagnosed with dyslexia	**Yes**
Family history of dyslexia	**Yes**
Life-long difficulties with literacy	**Yes**
Test Completed	**11/08/2020**
Test Version	**2.57**

Thank you for completing the QuickScreen test.

Introduction

This test has taken a diagnostic look at your performance in a variety of tasks. The aim was to establish and confirm your strengths in learning and at the same time to identify any weaker areas that may need to be worked on or managed. Where any indicators of dyslexia are present these will be set out in the conclusion. Furthermore, where there is a possible need for study support, language support or the accommodation of difficulties with processing speed these will also be highlighted at the end. This is followed, where relevant, by suggested guidance for future action.

Each result throughout the report is presented with a colour motif at the side to indicate as follows:
● needs attention   ● within normal limits   ● above average

Vocabulary

This test identifies whether verbal skills are in keeping with reading proficiency and knowledge of vocabulary and identifies any problems areas in English language and reading. It requires the ability to identity the closest association between individual words and those in a selection of six options.

● In this test you achieved a score in the high average range and it would indicate that you are a fluent reader with a good knowledge of the meanings of words, and demonstrate a good overall vocabulary.

Memory

The memory skills task is a digit-span auditory number sequencing test which measures your ability to recall auditory information within immediate memory and the second part – digits in reverse, tests your ability to manipulate information in working memory. This is considered a vital skill in learning.

● The score which you achieved in this test returned broadly in the adult average range. Your result indicates that your memory skills are broadly within the adult average range, albeit in the lower half. You may therefore experience fluctuating levels of performance when remembering facts and figures for revision purposes, maintaining your concentration and following instructions. This may also indicate some inconsistencies when dealing with note-taking in lectures, keeping track of conversations, giving presentations and studying from the internet or text-books as well as being able to carry out mental calculations.

Sequencing

The Symbol and Digit sequencing task reviews the ability to code written and symbolic data, repeating many of the processes needed for efficiency with written literacy tasks. It indicates how well you can handle complex visual stimuli at speed using hand/eye co-ordination and short-term memory.

● Your performance in this task gained a score broadly in the adult average range. This demonstrates that you are not sufficiently fluent in processing information in a variety of ways so you may find it less easy to cope with a range of tasks involving written language and symbols.

Visual Skills

The visual test measures aspects of non-verbal reasoning, perceptual skills, attention to detail, sequence and visual problem solving. The attributes being tested here are often seen as a good predictor of practical abilities.

This test requires you to choose one from six pictured options which best fit the matrix.

● Your score on this test returned in the high average range and would suggest that you have a high level of analytical and visualisation skills.

Verbal Skills

The verbal skills test is designed to assess how verbally acquired knowledge is used and is generally regarded as among the best predictors of learning competencies. It requires the ability to abstract information and identify the association between words.

In this test you were required to identify the best relationship between sentences and selections of words contained within them.

● The result shows that your verbal skills are within the average category. This indicates that you have a reasonable fluency in verbal skills.

Verbal Processing Skills

This is a measure of the ability to assimilate, process and record written data under prescribed conditions. The literacy elements include reading, comprehension, and writing, spelling and punctuation. Spelling provides valuable information on levels of phonological knowledge and is based on the very informative test of spontaneous spelling. Efficient co-ordination and delivery of these skills used in combination under timed conditions are considered to be an important aspect of effective learning.

Reading speed

● Your reading speed returns broadly within the average range at 164 wpm.
Whilst you should be able to cope with much of the volume and content of reading required for study or work purposes, it may be advisable to build on your study skills and reading techniques in order to improve general performance.

Comprehension

● Your score in the comprehension task returned in the high average banding indicating a reasonably high level of understanding of text together with good recall of general content and detail. This will have a positive impact on study, research and exam revision as well as being an asset in the workplace.

Typing speed

● Your typing speed returns broadly in the average range at 24 wpm.
Your rate of output is adequate for most study and work situations. However, you may need to upgrade your study skills so that you will be better placed to deal effectively with note-taking, revision, exam performance and meeting specific targets for written reports in a work situation.

Memory and Accuracy of Recall

● In the dictation task you demonstrate a reasonably efficient level of recall for verbally presented information. This is an essential attribute in many learning and interactive environments.
● However, you display a high level of accuracy in your written recall.

Spelling

● The spelling presented in the dictation task is generally of a reasonable standard. However there are some inaccuracies indicating a possible loss of focus whilst recording the written content or gaps in the knowledge of spelling rules. Errors could be due to working under timed pressure. Spelling can be improved with training and checked for accuracy in study and work situations.

Punctuation and capitalisation

● The accuracy and consistency of punctuation and capitalisation presented in the dictation task are of a reasonably good standard. You are quite proficient in this area and pay attention to the details of writing formalities.

Learning Profile for STEVE BROWN

	Below Average	Low Average	AVERAGE	High Average	Above Average
Vocabulary					
Memory					
Sequencing					
Visual Skills					
Verbal Skills					
Processing Skills					

Verbal Processing Skills Profile

	Below Average	Low Average	AVERAGE	High Average	Above Average
Reading speed					
Comprehension					
Typing speed					
Memory span					
Accuracy of Recall					
Spelling					
Punctuation					

Indicators of Dyslexia

	None	Borderline	Mild	Moderate	Strong
Indicators of dyslexia					

Conclusion

Moderate

● In conclusion, your performance on the QuickScreen tests display moderately high indicators of dyslexia due to a slight difficulty with memory skills, a slight difficulty with sequencing skills and a slight difficulty with verbal processing skills relative to your other results.

In contrast, performance on vocabulary is in the high average range and visual skills is in the high average range and verbal skills is in the average range. Furthermore, these difficulties have been compensated for to some extent as is shown in the general speed of processing.

It is noted that you reported an earlier dyslexia diagnosis and life-long difficulties with aspects of literacy (together with a family incidence of dyslexia). This profile is consistent with an individual experiencing indicators of dyslexia. It is therefore recommended that you seek further advice.

Please check the guidance at the end of the report.

Verbal Processing Skills

This result is based on overall performance in vocabulary, reading, comprehension, spelling and punctuation compared with general ability.

● Your QuickScreen scores indicate that some aspects of your literacy skills are slightly less well developed than your other results.

● Furthermore, at an intermediate level, test results indicate that your spelling is average. Other aspects such as memory for spoken language, accuracy and punctuation show a reasonable level of consistency in performance.

General Speed of Processing

This result is based on overall speed of function throughout all the test items.

● Your Quickscreen scores indicate that your processing speed is within the average range.

These results are based solely on current performance and therefore, in some cases, may need to be considered within the wider context of relevant background and assessment history.

QuickScreen Table of Results

Name:	BROWN, STEVE		Candidate Ref:	BROWNS53
Age at time of test:	32		Previous diagnosis:	Yes
Gender	Male		Life-long difficulties:	Yes
Test Completed:	11/08/2020		Family incidence:	Yes

Overview of Cognitive Skills

	Scaled Score	Percentile Ranking	Descriptor Banding
Verbal skills			
Vocabulary	13-15	85%	High Average
Verbal Reasoning	12	75%	Top of Average
Perceptual skills			
Visual Analytical	13-15	85%	High Average

Underlying Skills

	Scaled Score	Percentile Ranking	Descriptor Banding
Memory			
Memory (5 digits forwards, 4 digits in reverse)	8	25%	Bottom of Average
Sequencing	8	25%	Bottom of Average

Memory for digits - adult average is 7 digits forwards and 5 in reverse

Verbal Processing

	Scaled Score	Percentile Ranking	Descriptor Banding
Reading Speed (164 wpm)	10	50%	Mid Average
Comprehension	13-15	85%	High Average
Typing Speed (24 wpm)	10	50%	Mid Average
Memory Span for spoken language (7 words)	12	75%	Top of Average
Spelling	10	50%	Mid Average
Punctuation and Capitalisation	13-15	85%	High Average

wpm - words per minute

Overall Verbal Processing Score

Based on comparison with cognitive skills	Below

Speed of Processing

Based on performance on all the tests that are carried out under timed conditions	Average

Conclusion

	Percentile Ranking	Descriptor Banding
Indicators of Dyslexia:	63-94%	Moderate

Notes:

Actual scores have been scaled out of 20 to provide the scaled score result.

Percentile Ranking is based on the research data from larger samples taken from the general population - e.g. a percentile ranking of 85 would suggest that 15 out of 100 people would do better on that test.

Descriptor Bandings have been compiled from the standard distribution curve and explain the result verbally, based on the middle 50% of people being in the average range, from 25% at the bottom of average through 50% at mid-average and up to 75% at the top of average.

Pico Education - recent research confirms that there is a high statistical correlation between a positive indication of mild, moderate or strong result on QS test and an independent dyslexia assessment result.

See qsdyslexiatest.com for more details.

Suggested Guidance for Future Action

The items on this page contain suggestions to assist within the workplace as well as providing the general adjustments that are offered after consultation to those who are studying or taking examinations. These can be discussed and put in place once dyslexia has been positively confirmed by an educational psychologist or a dyslexia specialist who holds a practicing certificate.

Things to do to improve and accomodate your skills in these areas:

Sequencing

- Organisation and prioritising of information when carrying out research or when reading and writing reports or essays
- Organisation and time management strategies
- Research skills, using the internet, library and reference materials

Memory

- Memorisation techniques, ie mind-mapping
- IT support for dyslexia technology, ie Inspirations, Mastering memory
- Strategies for memory improvement
- Revision skills for exams/presentations/interviews

Processing

- Essay/report writing skills, organisation and the writing process
- Organisation and time-management strategies
- IT support for dyslexia technology, ie Text Help
- Skills in note-taking in lectures/meetings
- Touch type training - typing programme that also strengthens reading and spelling skills
- Scanning pens - reader pen with built in dictionary and voice recorder to help develop vocabulary and reading independence
- Coloured overlays - to reduce visual stress and improve reading speed and accuracy

It is recommended that the following arrangements are considered, where appropriate, in consultation with your learning support advisor:

- 25% extra time in examinations and option of additional time to complete written assignments/reports
- Use of a memory prompt sheet
- No loss of marks for technical errors (spelling, grammar and punctuation)
- Use of Dictaphones during lectures/meetings
- General implementation of assessment criteria and dyslexia guidelines

Please contact your learning support advisor for further assistance.
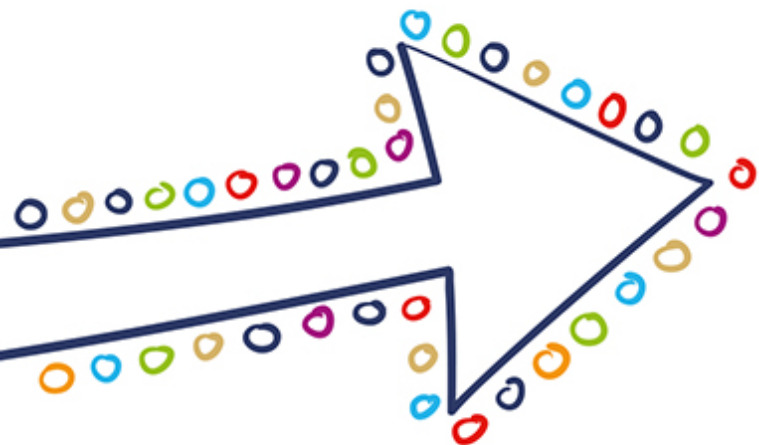
Spotlight on...

Diversity and Inclusion

What did we do?

The Diversity and Inclusion (D&I) team have delivered on a number of key objectives during the last quarter.

Workers Protection Act

The Anti-harassment Policy and Guidance are live and will be promoted to staff, alongside training, in the coming months.

We have a legal duty to prevent sexual harassment and our strategy for this includes:

- Service wide risk assessment.
- Mandatory e-learning modules.
- Mandatory in-person training.
- Safe spaces for dicussion.
- White Ribbon Action Plan

Supreme Court Ruling

The Supreme court ruled that 'sex' refers to biological sex at birth for the purposes of the Equality Act 2010. This will require changes to some of our policies and practices, including property and provision of toilet and washing facilities.

The DEI team have been using the interim guidance to meet with team, listen to concerns and understand the impact of the judgement. We have inputted into the requirements of a new Welfare Unit, and are working with Property team colleagues to conduct an audit of provisions at station.

Once we receive the full guidance from the Equality for Human Rights Commission (EHRC) we will work with teams and individuals to ensure we are providing compliant and inclusive solutions.

Quickscreen

We have signed up to Quickscreen, a screening tool for neurodiversity that provides us with insight and recommendations for employee needs.

Quickscreen provides us with a detailed overview of the issues causing most difficulty for an individual and it provides recommendations on what adjustments are needed in the workplace.

This will remove the need for some of the more costly and time-consuming diagnostic assessments and will help managers to understand barriers and put in place timely support interventions.

![QuickScreen Dyslexia Test]

Equality Impact Assessment (EIA)

We are continuing to review and refresh our EIA process to ensure it is more streamlined, user-friendly and accessible.

Collaborating with the ICT team, the EIA process will become digitised via a PowerApp. This will provide better access to data to allow us to better use insights, as well as giving us improved functionality to measure impact and outcomes.

Leeds District Roadshow

In May, the DEI team travelled to Killingbeck station with their roadshow materials to share information on the work of the team, the staff networks and get an insight into how we can support staff on station more effectively.

We provided a yummy lunch for the crew, a quiz and some freebies, which encourage staff to join networks and get involved in our events and campaigns.

WFS Weekend and Award winners

This June we will be supporting 7 colleagues to attend the WFS training weekend at the Fire Service College. The weekend gives attendees the opportunity to learn new skills and unlock potential.

2 of our attendees are being honoured with awards for the groundbreaking work they do at WYFRS! Firefighter Shelley Jones

and Station Manager Sophie Green were selected as winners in Firefighter Rising Star and Bright Light categories.

WOMEN in the Fire Service Awards 2025 — Sponsored by EMERGENCY SERVICES TIMES
SOPHIE GREEN
BRIGHT LIGHT AWARD WINNER

WOMEN in the Fire Service Awards 2025 — Sponsored by RUTH LEE
SHELLEY JONES
FIREFIGHTER RISING STAR AWARD WINNER

Staff Network Update:

LGBTQ+U: the network is busy preparing for our annual attendance at Leeds Pride on Sunday 20 July. A call out for volunteers has been posted in Burning Issues and on viva Engage. We have 30 spaces available in the parade, which always proves to be a popular and fun filled event.

FireWAW: the women's network is planning for the first ever Women in Fire Service (WFS) regional training and development event, hosted by us. This day will allow operational and non-operational colleagues from North and South Yorkshire, Humberside and West Yorkshire Police to come together, learn, try something new, or build upon existing skills and meet new people.

The event is open to everyone and will be held at HQ on Tuesday 30 September.

FireREACH: the network is making plans for the Leeds West Indian Carnival which takes place on August Bank Holiday. We hope to repeat our attendance with an engine and stall in the park following great engagement with communities last year.

FireDAW: have not met this period due to resource issues but are looking to provide input into the neurodiversity review and make plans for Disability History Month.

MAGNet: this network is currently inactive due to a lack of chair / co-chair. The DEI team are trying to fill this gap in the meantime.

⏩ **What are we doing next?**

Equality Data Monitoring Report

The report has been completed and is out for consultation, feedback and approval. The data indicates that we are in line with national statistics.

Once approved, the report will go to our designers and will be published on our website. We will then target projects to investigate the decline in some of the data and implement actions to address it.

Team Roadmap

The team roadmap is being finalised and will include projects that concentrate on race equality, gender inclusion, reciprocal mentoring, menopause, support for disabled staff, positive action and community engagement.

The team roadmap will support delivery of the outstanding actions in the 12-month people plan commitments and underpin the 2025 People and Culture strategy.

Training Review

The team will be conducting a review and refresh of the DEI training programme and determining training needs and providers.

We currently require all staff to attend 'Diversity for All' which has yielded positive feedback but has not been reviewed for several years. We will look at the DEI training need of the organisation and go out to tender for providers.

Menopause

We are about to start consultation work with our firefighters on how the menopause affects fitness and operational duties. We will use this to determine our organisational response to the menopause and how we can best support staff. A lot of work is being done nationally on this, and in the NFCC, so we will collaborate with partners to find the best and most supportive solutions.

Contact

Diversity & Inclusion Team

01274 682311

Diversity.Inclusion@westyorksfire.gov.uk

31
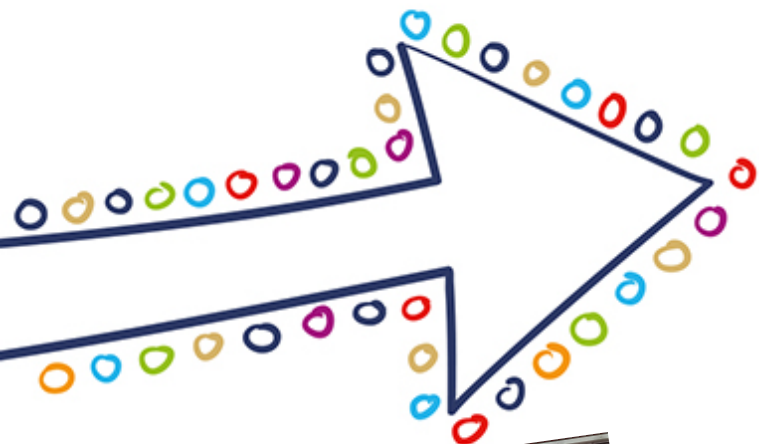
Spotlight on...

Positive Action & Community Engagement March – June 2025

What did we do?

Wholetime Firefighter recruitment is underway – the team continues to support underrepresented and harder to reach applicants through a range of initiatives. This quarter we've focused on preparing for the summer period of community engagement and providing recruitment experience for school and college leavers.

Awards and Recognition

In March, the Positive Action Officers attended the FireWAW network International Women's Day event and received certificates in recognition of our continued support to the networks. Mani was shortlisted for the Allyship award for the national Women in the Fire Service awards in June.

The People & Culture Committee approved an increase to establishment to make the additional Positive Action Officer role permanent. Mani was successfully appointed in April – he will continue the positive impact he's had on WYFRS' community engagement approach.

Wholetime Recruitment

3 females who were engaged through positive action have now successfully passed out and are heading to station.

We continue to support candidates in the current process, including running an online application support session for ethnically diverse candidates in May. Data shows that they may be more likely to be unsuccessful at application. Weekly female fitness sessions finished in June, helping female candidates to measure and improve their fitness progress in preparation for physical testing.

Conferences and training

The team attended an Institute of Government and Public Policy EDI Conference in Manchester, covering topics such as accessibility in the workplace and the Supreme Court decision.

Rhiannon attended an anti-sexual harassment conference in London,

providing further knowledge on the Worker Protection Act.

Natasha and Rhiannon attended Essentials of Neurodiversity training in London, giving the team a better understanding how to approach workplace reasonable adjustment plans and supporting our managers.

Career Events

We supported mock interviews at Carr Manor school and Bradford College to prepare their students to be future Firefighters.

We attended our 3rd Women into Work careers fair hosted at Leeds Beckett Union. The event attracted women from a range of backgrounds, including students and mothers who have been out of work for a period of time due to childcare.

We supported Killingbeck crews and Leeds District teams at their risk reduction event at Roundhay School.

What are we doing next?

Positive Action Training

We are working with Capsticks LLP to create Positive Action training with a mixture of online and in-person sessions. Planning for these sessions is underway and they will run later in the year.

Killingbeck's Summer Camp
We are running a summer camp for young people in Killingbeck's area alongside Killingbeck Red Watch. We will focus on creating a space for young people from minoritised ethnic backgrounds to engage with the fire service and begin to build stronger relationships since the unrest in Harehills. There are 4 sessions beginning at the end of July.

Awareness Sessions
Awareness session planning is underway to ensure the sessions will be a realistic job preview. Sessions will begin running over the summer period.

LLA Research
We are supporting LLA and CATCH with research into young people's opinions of public services and future careers.

Reasonable Adjustments
We've been supporting with reasonable adjustments in Gill's absence and have

planned an information session for all interested staff by DWP/Access to Work.

Contact

Rhiannon Wraith and Manjinder Uppal

Rhiannon.wraith@westyorksfire.gov.uk

Agenda item: 07

Equality Data Monitoring Report

People and Culture Committee

Date:	4 July 2025
Submitted by:	Director of People and Culture
Purpose:	To advise authority members of the latest workforce equality data before publishing externally.
Recommendations:	That members note the report
Summary:	We produce the Equality Data Monitoring Report annually to fulfil our obligations under the Public Sector Equality Duty. The report provides workforce data for the 2024/25 financial year on gender, ethnicity, sexuality, disability, age, religion, disciplinary and grievance.

Local Government (Access to information) Act 1972

Exemption Category:	None
Contact Officer:	Gill Cockburn, DE&I Manager Gill.Cockburn@westyorksfire.gov.uk
Background papers open to inspection:	None
Annexes:	Equality Data Monitoring Report

1. Introduction

1.1 WYFRS are required to publish workforce equality data annually to fulfil our obligations towards the Public Sector Equality Duty. The report is completed every summer, shared for consultation and then published on our external and internal webpages. The report attached is redesigned before being published.

1.2 The report is presented in sections including a summary, future plans and a commentary on any differences from the previous report

2. Information

2.1 On 31st March 2025, WYFRS Workforce diversity is as follows:

- Wholetime roles:10.3% female, 6% ethnically diverse, 4% Disabled, 5% LGBT.
- On Call roles: 8% female, 2% ethnically diverse, 2% Disabled, 2% LGBT.
- Control: 67% female, 0% ethnically diverse, 7% Disabled, 4% LGBT.
- Enabling Teams: 55% female, 9% ethnically diverse, 11% Disabled, 3% LGBT.

2.2 National statistics are as follows:

- 10% wholetime females.
- 6% wholetime ethnically diverse.
- 5% wholetime LGBT+
- 5% wholetime disabled.

Wholetime	National	WYFRS	Trend
Females	10%	10.30%	↑
Ethnically Diverse	6%	6%	←
LGBT+	5%	5%	←
Disabled	5%	4%	↓

2.3 We are meeting the national average in terms of our female, ethnically diverse and LGBT+ wholetime employees. We are under the national average by 1% within our wholetime disabled staff. This is an improvement on last year where we were 2% under the national average of ethnically diverse employees.

2.4 The headlines from the equality data report are as follows:

Increase in numbers within:
- Wholetime Female employees – up by 1%
- On Call female employees up by 1%

- Green book ethnically diverse employees – up by 2%
- Control disabled employees up by 3%

Decrease in numbers within:
- Control ethnically diverse employees – down by 4%
- On Call LGBT employees – down by 1%
- Green book LGBT employees – down by 1%
- On Call disabled employees – down by 1 %

2.5   The data shows a slight increase in declaration. HR systems have been improved to ensure all new staff members' equality data, shared at application, is transferred into the HR database upon entry to the organisation. A procurement exercise is underway which will include a requirement in any future people ICT system to automatically transition applicants data on acceptance of job offer into employee record.

2.6   The importance of sharing and updating equality data has been added to induction with instructions on how to enter it into the system. There still remains a number of employees who have not declared any equality data and we will continue to implement initiatives that address this.

2.7   Leaver data shows that 2 operational females (1 resignation and 1 retirement) left the organisation along with 2 ethnically diverse operational employees (1 transfer to another FRS and 1 resignation post career break), this is in comparison to 48 white operational males who also left. The reasons for leaving the Service vary, but include resignation, retirement, end of contract, dismissal, redundancy and transfer (from ops to enabling roles).

2.8   Leaver data shows that 6 out of 39 green book leavers were disabled, totalling 15%. The reasons for leaving and exit interview responses need analysis and investigation.

2.9   There has been a reduction in grievances and formal disciplinaries.

3. Financial Implications

3.1   There are no financial implications arising from this report

4. Legal Implications

4.1   The Monitoring Officer has considered this report and is satisfied it is presented in compliance with the Authority's Constitution.

5. People and Diversity Implications

5.1 The data continues to demonstrate that underrepresented groups in our communities are not reflected in our staff diversity, particularly within operational roles. We are continuously evaluating and updating our positive action initiatives to improve recruitment, progression and retention of staff.

6. Equality Impact Assessment

6.1 Are the recommendations within this report subject to Equality Impact Assessment as outlined in the EIA guidance?   No

7. Health, Safety and Wellbeing Implications

7.1 There are no health, safety and wellbeing implications arising from this report.

8. Environmental Implications

8.1 There are no environmental implications arising from this report

9. Your Fire and Rescue Service Priorities

9.1 This report links with the Community Risk Management Plan 2022-25 strategic priorities below:

- Encourage a learning environment in which we support, develop, and enable all our people to be at their best.
- Provide ethical governance and value for money.
- Collaborate with partners to improve all of our services.
- Work in a sustainable and environmentally friendly way.
- Achieve a more inclusive workforce, which reflects the diverse communities we serve.

10. Conclusions

10.1 Equality data declaration has improved since the publication of the previous report and numbers are increasing within our workforce diversity, however we have seen more people from underrepresented groups leave than in previous years. Although we align with national figures, we are taking further steps through ongoing positive action and targeted communications to showcase WYFRS as an employer, encourage and enable people to apply so our workforce more closely represents the communities of West Yorkshire. This requires further targeted recruitment for all roles, not just Wholetime, alongside further work and continued investment in positive action promotion and retention initiatives.

10.2 Where data highlights an increase in leavers from underrepresented groups we will prioritise work to understand reasons why, exploring steps and actions we can take to address issues identified.

Annual Equality Monitoring Report (2024/25)

Contents

Our Diverse County

2,351,600 people are living in the five metropolitan districts of Bradford, Calderdale, Kirklees, Leeds and Wakefield, within an area of 800 square miles. WYFRS provides fire cover 24 hours a day, every day of the year from its 41 stations and Control Centre.

According to the 2021 Census, 23% of West Yorkshire citizens are Black, Asian, minority and mixed ethnicities. The majority of this population resides in the Bradford region of West Yorkshire which has an Asian population of 20%.

Approximately 18% of the West Yorkshire population are disabled or live with long-term illnesses.

The 2021 census indicated that 40% of the population of West Yorkshire reported they were Christian. This was followed by those who reported no religion (36%). 14.5% of the West Yorkshire population reported that they are Muslim.

3% of people in West Yorkshire identify as Lesbian, Gay or Bisexual.

As with most other counties West Yorkshire has gender parity in its population.

WYFRS has a responsibility to serve our communities, but also to reflect the diversity of the population. Understanding the vulnerabilities and related fire risks facing these diverse groups is paramount in meeting these twin obligations.

Why is Diversity and Inclusion important?

Diversity and inclusion are central to our core values and bring many benefits to our organisation. Having a diverse and inclusive workforce improves team performance, communication, innovation and wellbeing. An inclusive workforce creates individuals who feel confident, valued and able to deliver the best service to our communities and each other. A host of research indicates that diversity at all levels of the organisation, and crucially in key decision-making roles leads to more innovation, empathy and ultimately increased organisational performance.

We have an organisational, moral and legal responsibility to promote equality and diversity across all of the protected characteristics: race, sex, disability, age, sexual orientation, religion or belief, gender reassignment, marriage and civil partnerships and pregnancy and maternity.

WYFRS promotes equality of opportunity for all by fostering good relations. We work under the Public Sector Equality Duty to eliminate illegal behaviour such as discrimination, harassment and victimisation.

Why do we collect Equality data?

WYFRS aspires to reflect the diversity of the communities it serves. In order to demonstrate that we are working towards this, we collect equality data and analyse it. We produce this annual report to present the most recent equality data of the WYFRS workforce. We use this data to inform and direct our projects and initiatives including positive action, recruitment, retention, progression, reasonable adjustments and Equality Impact Assessments.

Declaration

WYFRS rely on employees to input their equality data and share their protected characteristics. This means that we do not have fully accurate data on the demographics of our employees. We are working with all employees to promote the benefits of sharing equality data and how this can influence the work of the organisation.

Summary

This report presents the equality data of WYFRS' workforce at 31st March 2025. Reported information includes workforce profiles by age, gender, ethnicity, disability, religion and sexual orientation for Wholetime, Retained, Control and Enabling employees.

At 31st March 2025, WYFRS Workforce diversity is as follows:

- Wholetime roles: 10.3% female, 6% ethnically diverse, 4% Disabled, 5% LGBT.
- On Call roles: 8% female, 2% ethnically diverse, 2% Disabled, 2% LGBT.
- Control: 67% female, 0% ethnically diverse, 7% Disabled, 4% LGBT.
- Enabling Teams roles: 55% female, 9% ethnically diverse, 11% Disabled, 3% LGBT.

There are 2 female Group Managers. Within wholetime only roles we have 1 female in a Station Manager role, 9 female Watch Managers and 13 female Crew Managers. Within operational employees there are 3 ethnically diverse Station Managers, 4 Watch Managers and 8 Crew managers. At strategic decision-making levels there is 33% female representation on WYFRS's Management Team. At the most senior level, there is a 40% gender split on WYFRS Management Board. We do not have any ethnically diverse employees at this level and we are working with employees to improve promotion and retention initiatives.

The Diversity, Equity & Inclusion (DEI) team have 4 full time employees, 5 employee networks and a number of Diversity and Inclusion champions across the workforce. We have made significant progress in the recruitment of operational employees from underrepresented groups, and we continue to improve and deliver our Positive Action strategy.

National Wholetime Statistics

We compare favourably with the national sector data for our Wholetime roles. Nationally there are:

- 10% wholetime females.
- 6% wholetime ethnically diverse.
- 5% wholetime LGBT+
- 5% wholetime disabled.

Work delivered and plans for 2025/26

The Diversity, Equity and Inclusion Team will lead on several projects including the continued implementation of the Diversity and Inclusion Strategy, D&I training review, employee network development and improved partnership working across the five districts. We will continue to review and improve the Positive Action initiatives for the 2025/2026 recruitment drive and implement further measures to improve representation across the Service, including support for internal colleagues from underrepresented groups to gain the skills and knowledge to progress. This year we aim to introduce a race equality plan and a gender inclusion plan, alongside reciprocal mentoring and a digital Equality Impact Assessment process.

Community engagement with underrepresented groups in our communities has been very successful. We have made many more links and partnerships including within the Sikh communities of Leeds, Bradford and Huddersfield. We attended the Gipton and Harehills Unity day, Leeds Learning Alliance and Women at Work events and many more, totalling over 100 engagements within the last 12 months, an increase of over 50%. With the permanent appointment of an additional team member, we will continue to attend more career fairs at schools, colleges and universities. We will continue to attend and celebrate with our communities at our districts Pride events and the Leeds West Indian Carnival.

We are very proud that WYFRS gained Silver accreditation from Inclusive Employers in June 2024, four years ahead of schedule. This means that we are achieving in our ambition to be at the forefront of delivering meaningful projects and processes that ensure diversity, equity and inclusion are at the heart of what we do.

Our employee networks will continue to plan and deliver a number of awareness raising events, including the popular annual 'West Yorkshire Women of Fire' event that provides the opportunity for employees to experience all aspects of the role of a firefighter including; Breathing apparatus, road traffic incidents, line rescue and Control appreciation. Our incredible employees network leads and members have been recognised at national awards including AFSA, WFS and Northern Power Women.

Data Trends and Comparison
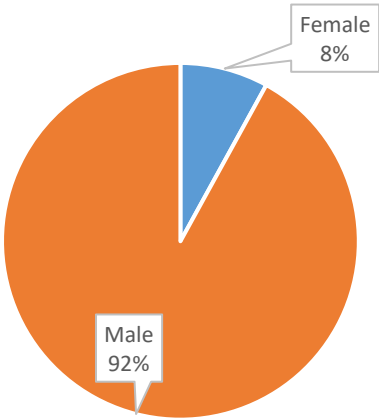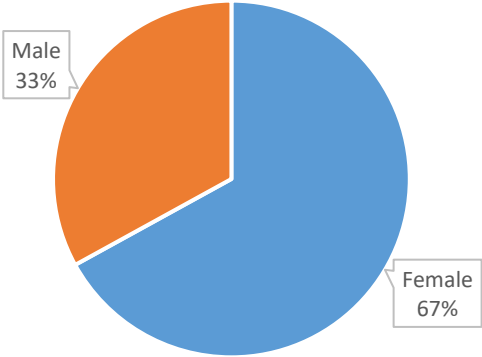
The table below shows the 2024/25 equality data for Gender, Ethnicity, Sexuality and Disability alongside previous years.
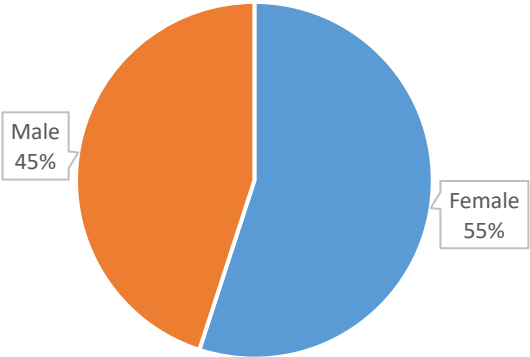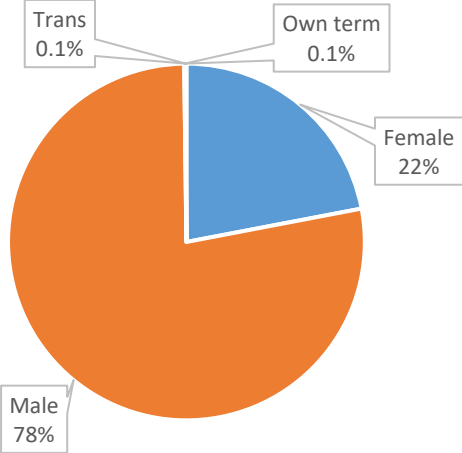
Gender	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23	2023/24	2024/25	Trend
Wholetime Female Staff	4%	5%	6%	6%	7%	8%	9.5%	10.3%	
On call Female Staff	4%	5%	6%	7%	5%	7%	7%	8%	
Control Female Staff	72%	71%	71%	71%	70%	69%	68%	67%	
FRS Female Staff	53%	54%	56%	54%	56%	56%	55%	55%	
Ethnicity	**2017/18**	**2018/19**	**2019/20**	**2020/21**	**2021/22**	**2022/23**	**2023/24**	**2024/25**	**Trend**
Wholetime Ethnically Diverse Staff	4%	5%	5%	4%	5%	4%	6%	6%	
On call Ethnically Diverse Staff	0.7%	2%	2%	2%	1%	3%	2%	2%	
Control Ethnically Diverse Staff	2%	3%	5%	5%	4%	4%	4%	0%	
FRS Ethnically Diverse Staff	8%	9%	6%	8%	11%	6%	7%	9%	
Sexuality	**2017/18**	**2018/19**	**2019/20**	**2020/21**	**2021/22**	**2022/23**	**2023/24**	**2024/25**	**Trend**
Wholetime LGBT Staff	Not reported	0%	1%	1%	4%	4%	5%	5%	
On call LGBT Staff	Not reported	0%	0%	1%	2.5%	3%	3%	2%	
Control LGBT Staff	Not reported	0%	0%	0%	2%	4%	4%	4%	
FRS LGBT Staff	Not reported	1%	1%	2%	3%	4%	4%	3%	
Disability	**2017/18**	**2018/19**	**2019/20**	**2020/21**	**2021/22**	**2022/23**	**2023/24**	**2024/25**	**Trend**
Wholetime Disabled Staff	1%	1%	1.5%	1%	4%	2%	4%	4%	
On call Disabled Staff	Not reported	1%	1.2%	1%	3%	3%	3%	2%	
Control Disabled Staff	Not reported	3%	5%	4%	4%	4%	4%	7%	
FRS Disabled Staff	Not reported	8%	9%	9%	14%	10%	11%	11%	

Workforce Diversity

Gender

Workforce Profile	Commentary
	Across our Wholetime operational roles women make up 10.3% of employees and is comparative with England FRS data. This is an increase of 1%. 0.5% of employee (2 people) prefer to use their own term to describe their gender. 0.1% of employees are transgender.
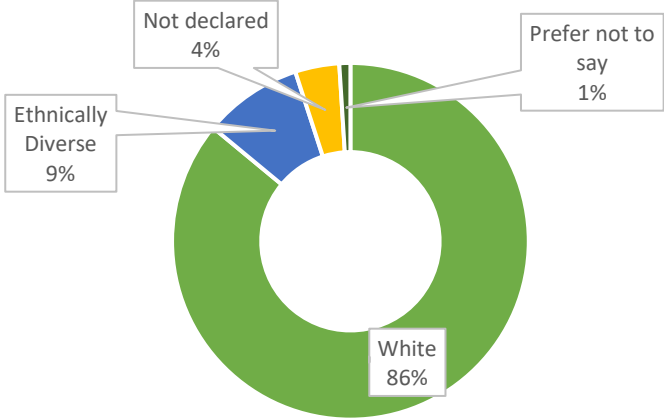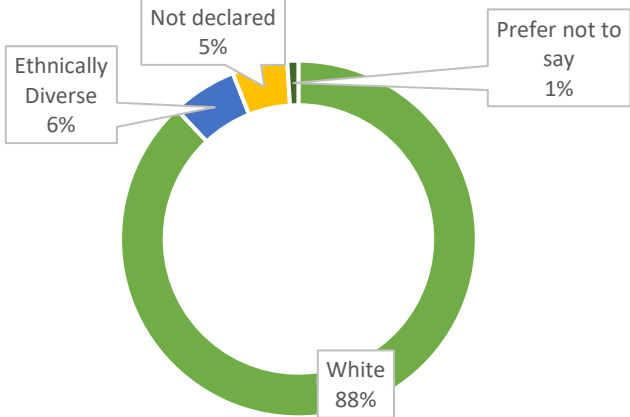
Workforce Profile	Commentary
On Call Female 8% Male 92%	Female on-call firefighters have increased to 8%. Work continues to promote opportunities for retained firefighters in communities where we have vacancies.
Control Male 33% Female 67%	Control roles are predominantly filled by female employees. However, we have seen an increase of 1% in male employees.

Workforce Profile	Commentary
Enabling Teams Male 45% Female 55%	The most equal gender split is within our Enabling Team roles where 55% of employees are female.
All Employees Trans 0.1% Own term 0.1% Female 22% Male 78%	Across our organisation and across all roles, women make up 22% of our workforce. We recognise that this needs improvement and projects are in place, such as positive action initiatives and training programmes, to address the imbalance.

Ethnicity

Workforce Profile	Commentary
Wholetime Ethnically Diverse 6% Not declared 5% Prefer not to say 1% White 88%	Within our wholetime workforce 6% are from black, Asian, mixed and minority ethnic backgrounds.

Workforce Profile	Commentary
On Call (donut chart) Not declared 4% Prefer not to say 1% Ethnically Diverse 2% White 93%	The percentage of ethnically diverse on call employees has remained the same as last year.
Control (donut chart) Ethnically Diverse 0% Not declared 4% White 96%	Control employees have 0% of employees from a racially diverse background which is a reduction of 4%.
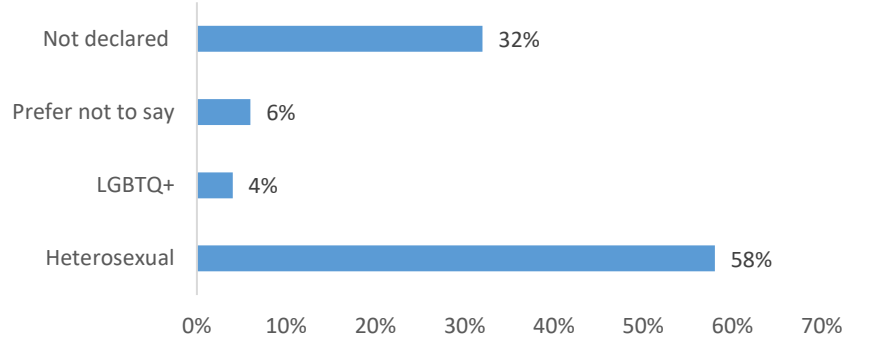
Workforce Profile	Commentary
Enabling Teams Not declared 4% Prefer not to say 1% Ethnically Diverse 9% White 86%	The representation of ethnically diverse employees within our enabling function has increased by 2%.
All Employees Not declared 5% Prefer not to say 1% Ethnically Diverse 6% White 88%	Overall, 6% of the employees demographic are from an ethnically diverse background. The ethnicity data demonstrates a gap in our workforce diversity, especially considering our diverse community data. Following a successful pilot talent programme, a new programme will be updated and relaunched in the coming months.

Sexuality

Workforce Profile	Commentary
Wholetime Not declared — 38% Prefer not to say — 7% LGBTQ+ — 5% Heterosexual — 50% (0% – 60% scale)	Wholetime employees have the highest declaration of LGBTQ+ status with 50 members of employees. The declaration rate has improved in all roles demonstrating that employees are becoming more confident with sharing their sexuality in the workplace. We recognise however that a high number of employees have not declared, and we are working on ways to address this.
On Call Not declared — 39% Prefer not to say — 4% LGBTQ+ — 2% Heterosexual — 55% (0% – 60% scale)	The LGBTQ+ representation within on call employees has reduced by 1%.
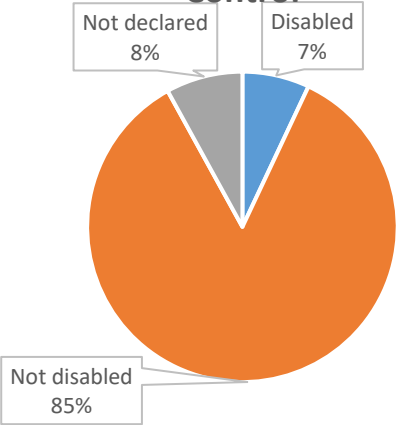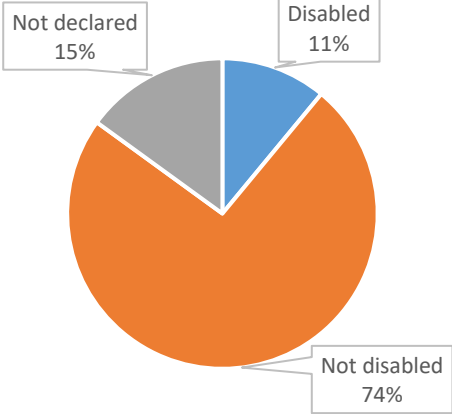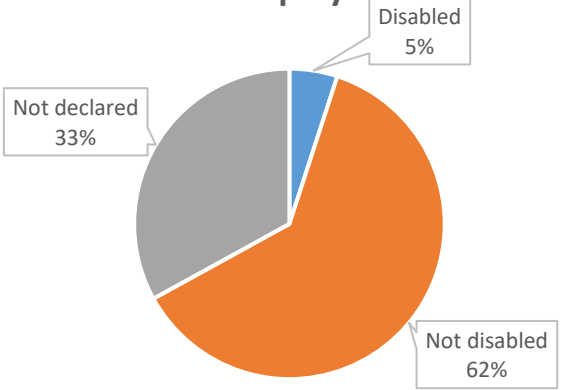
Workforce Profile	Commentary
Control Not declared — 11% Prefer not to say — 11% LGBTQ+ — 4% Heterosexual — 74% (axis: 0% 10% 20% 30% 40% 50% 60% 70% 80%)	Control LGBTQ+ status remains at 4%. This area of the service has the highest declaration rate with only 5 employees members not declaring.
Enabling Teams Not declared — 13% Prefer not to say — 4% LGBTQ+ — 3% Heterosexual — 80% (axis: 0% 20% 40% 60% 80% 100%)	Enabling Teams employees have 3% identifying as LGBTQ+, which is a reduction of 1%

Workforce Profile	Commentary
All Employees Not declared — 32% Prefer not to say — 6% LGBTQ+ — 4% Heterosexual — 58% (chart axis: 0% 10% 20% 30% 40% 50% 60% 70%)	The overall rate for all LGBTQ+ employees has remained at 4%.

Disability

Workforce Profile	Commentary
Wholetime Disabled 4% Not declared 40% Not disabled 56%	4% of Wholetime employees are disabled. The majority of these employees have neurodivergent conditions, such as dyslexia and ADHD, which the service provides assessment for and has support in place. WYFRS use the Access to Work scheme to part fund specific equipment, training and one to one support.
On call Disabled 3% Not declared 37% Not disabled 60%	3% of on call employees have declared a disability.

Workforce Profile	Commentary
Control Not declared 8% — Disabled 7% — Not disabled 85%	7% of Control employees have declared a disability, an increase of 3%.
Enabling Teams Not declared 15% — Disabled 11% — Not disabled 74%	The highest volume of disabled employees is within the Enabling Teams roles with 11% of employees declaring a disability.

Workforce Profile	Commentary
All Employees Disabled 5% Not declared 33% Not disabled 62%	Across all employees, we have 5% of disabled employees which is an increase of 1%.

Neurodivergent conditions (dyslexia, ADHD, autism etc.) are categorised as a disability for the purposes of it being protected by equality law. We have screened and assessed a number of employeesover this financial year, and we have implemented support, equipment and training to ensure inclusion in the workplace. We target new recruits through screening and early engagement to ensure they receive full support and workplace reasonable adjustments from the point of entry. We have site licenses for assistive software available to all employees and workplace champions have been identified and trained to deliver bespoke support. We are planning to transition to a social model of inclusion that will be underpinned by universal design.

Age

March 2023 Data	Wholetime	On Call	Control	Enabling Teams	Totals
17 - 24	21	8	4	21	54
25 – 35	218	48	7	54	327
36 - 45	372	42	12	87	513
46 – 55	298	29	14	82	423
56 - 65	33	15	10	85	143
66+	1	0	1	5	7
Totals	943	142	48	334	1467

The majority of our workforce are aged between 36 and 55.

Within operational employees the age profile reduces after the age of 55, which is due in part to the low retirement age of firefighters. The numbers of younger wholetime employees has increased due mainly to the most recent recruitment campaigns and years of zero recruitment due to funding reductions.

There is a more even spread of age profiles amongst on call employees. Recruitment for on call employees is ongoing and regular which allows for a wider representation of ages.

Religion

Across all employees 25% of employees do not follow a religion or belief. 23% of employees are Christian and 1% are Muslim. 5% of employees have declared 'other' and this needs further exploration to see if we need to make more categories available to employees. 45% of employees have not declared.

All Employees

Christian	Muslim	Sikh	Hindu	Jewish	Other	No religion	Not declared
347	21	4	3	1	69	370	664
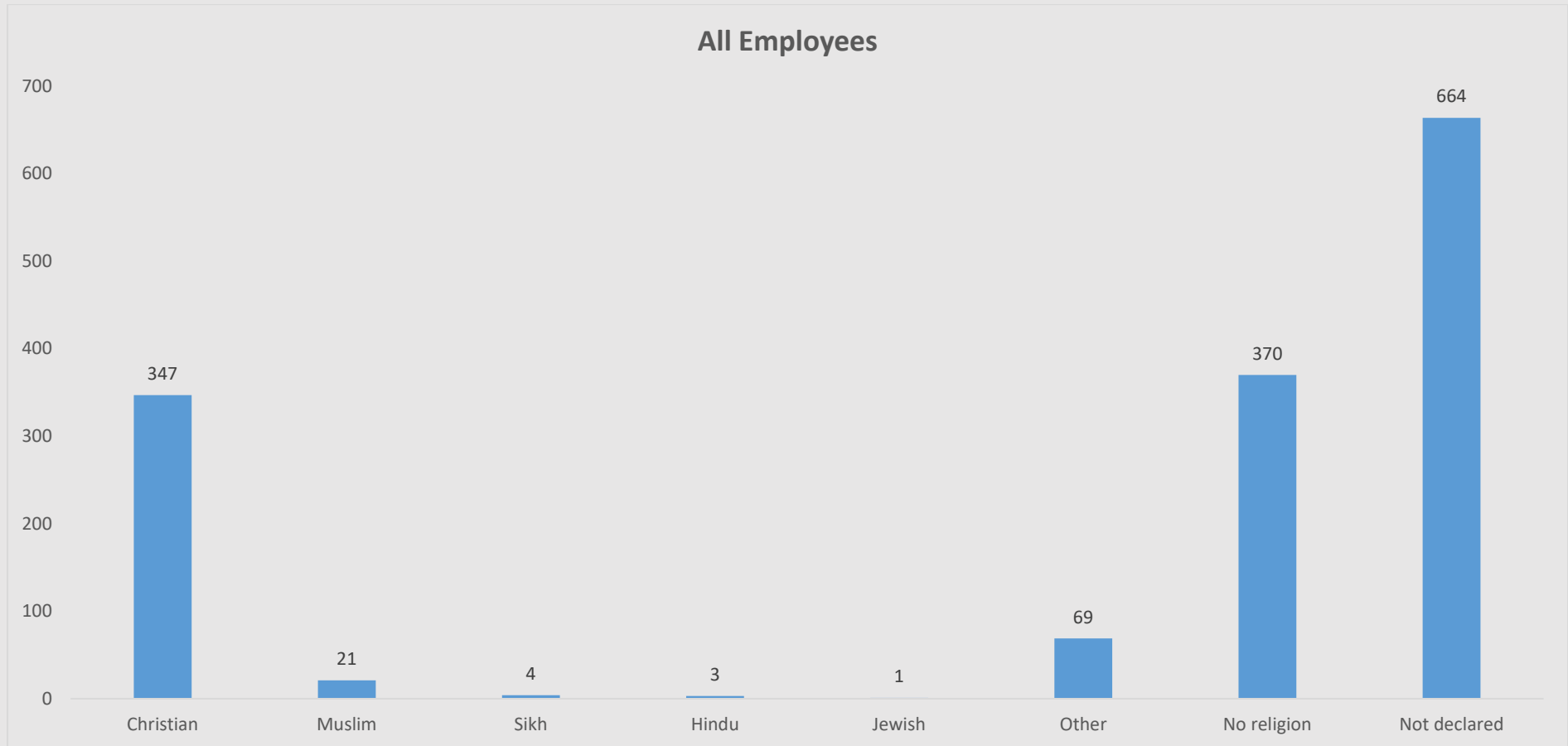
Leavers

A total of 119 people left the organisation between 1st April 2024 and 31st March 2025. 52 people left Wholetime roles, 17 left On Call, 3 left Control and 45 people left Enabling Teams roles. 23% of leavers were female, 3% ethnically diverse and 8% were disabled.
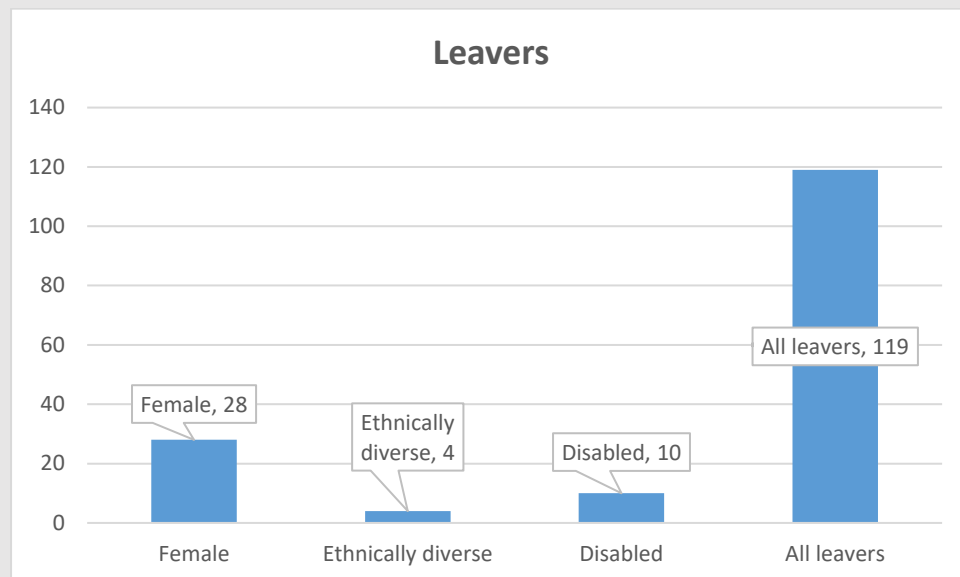
Grievance and Disciplinary

During the 24/25 financial year WYFRS received a total of 12 grievances (6 fewer than the previous year). 1 was upheld, 6 were partially upheld and 5 were not. Of these, 3 were from females and 9 were from males. 2 grievances were from ethnically diverse staff and 10 were from white British / Irish backgrounds.

During the same time period WYFRS conducted a total of 14 formal disciplinary investigations (5 fewer than previous year). Of the 14, 1 was female and 1 was an ethnically diverse employee.

Agenda item: 08

People and Culture Activity Report

People and Culture

Date:	4 July 2025
Submitted by:	Director of People and Culture
Purpose:	To inform Members of HR activity to the end of December 2024, incorporating data for Quarter 4 (January 2025 to March 2025).
Recommendations:	That Members note the content of the report.
Summary:	This report informs Members of key data relating to the functional areas within the People Directorate.

Local Government (Access to information) Act 1972

Exemption Category:	None
Contact Officer:	Acting Head of HR Joanne.Hardcastle@westyorksfire.gov.uk
Background papers open to inspection:	None
Annexes:	None

West Yorkshire
Fire & Rescue Authority

1. Introduction

This report informs Members of key data relating to the functional areas within the People Directorate.

2. Summary Information

Staff Profile (Employee Headcount)

This summary table shows our current headcount as a full time equivalent (FTE) value against our target establishment.

	FTE Headcount (June 2025)	Target Establishment	Variance
Control	42.11	44	-1.89
Green Book	311.5	322	-10.5
On Call	71.51	120	-48.49
Whole time	936.2	938	-1.8
Total	1361.32	1424	-62.68

The Wholetime operational headcount and strength is as follows. The figures in Black relate to the total headcount whilst red relates to the FTE headcount.

Wholetime Headcount (FTE in Red) as at 19/06/2025

	Total	FF	CM	WM	224 WM	SM	GM	AM	ACO	DCFO	CFO
Total **FTE Total**	953 936.20	593 584.90	194 190.00	51 49.30	59 59.00	40 37.00	10 10.00	3 3.00	1 1.00	1 1.00	1 1.00
People and Culture	14 4.90	4 1.40	2 0.00	3 1.50	0 0.00	4 1.00	1 1.00	0 0.00	0 0.00	0 0.00	0 0.00
Service Delivery	863 856.50	558 552.50	165 164.00	40 40.00	59 59.00	30 30.00	7 7.00	2 2.00	0 0.00	1 1.00	1 1.00
Service Support	76 74.80	31 31.00	27 26.00	8 7.80	0 0.00	6 6.00	2 2.00	1 1.00	1 1.00	0 0.00	0 0.00

The table below details the On-Call headcount for each station as well as FTE headcount in red. Establishment at On-Call station include 1 x WM, 2 X CM, 9 X FF (total 12 FTE).

On-Call

	Total	
Featherstone Station	10	5.18
Holmfirth Station	17	9.34
Ilkley Station	12	5.40
Meltham Station	12	6.72
Mirfield Station	15	7.42
Mytholmroyd Station	14	7.83
Otley Station	16	8.85
Silsden Station	10	4.71
Skelmanthorpe Station	15	9.18
Slaithwaite Station	14	6.88
Total	**135**	71.51

The table below details on the Control headcount at each level in Control as well as current FTE headcount in red.

	Total	CM	FF	GM	WM
Control	46 42.11	14 12.50	23 21.00	1 1.00	8 7.61

Finally, the table below details our current headcount in black across all Directorates, as well as FTE headcount in red.

Green Book

Headcount (FTE in red)	Total	
Corporate Services	20	16.05
Finance & Procurement	20	19.90
People and Culture	45	42.46
Service Delivery	137	121.17
Service Support	117	111.92
Total	339	311.50

The tables below show the ethnic diversity of our workforce as of 17 Jun 2025.

Wholetime:

Ethnicity	Q1 (Apr 24-Jun 24)	%	Q2 (Jul 24-Sep 24)	%	Q3 (Oct 24- Dec 24)	%	Q4 (Jan 25 - Mar 25)	%
Total	**869**	**%**	**883**	**%**	**911**	**%**	**901**	**%**
Arab	1	0.11	1	0.11	1	0.11	1	0.11
Any other Ethnic Group	6	0.69	6	0.68	5	0.55	5	0.55
Any other Mixed / Multiple Ethnic Background	5	0.57	5	0.57	5	0.55	5	0.55
Any Other White	11	1.26	11	1.25	13	1.42	13	1.43
Asian or Asian British	16	1.84	16	1.81	15	1.65	15	1.65
Black or Black British	4	0.46	4	0.45	4	0.44	4	0.44
Chinese	2	0.23	2	0.23	2	0.22	2	0.22
Indian	2	0.23	2	0.23	2	0.22	2	0.22
Mixed	11	1.26	11	1.24	11	1.21	11	1.21
Not Declared	8	0.92	8	0.90	8	0.88	8	0.88
Pakistani	1	0.11	1	0.11	1	0.11	1	0.11
Prefer not to specify	7	0.80	7	0.79	7	0.77	7	0.77
White and Asian	1	0.11	1	0.11	1	0.11	1	0.11
White and Black African	2	0.23	3	0.34	3	0.33	3	0.33
White and Black Caribbean	6	0.69	6	0.68	6	0.66	6	0.66
White British	121	13.92	146	16.54	176	19.32	175	19.42
White British or Irish	665	76.52	653	73.96	651	71.45	642	71.25
SUMMARY ROW WHITE BRITISH/IRISH	**786**	**90.44**	**799**	**90.49**	**827**	**90.78**	**817**	**90.67**
SUMMARY ROW ETHNIC MINORITY	**68**	**7.83**	**60**	**7.81**	**69**	**7.57**	**69**	**7.65**
SUMMARY ROW NOT DECLARED	**15**	**1.73**	**15**	**1.70**	**15**	**1.65**	**15**	**1.66**

Control

Ethnicity		Q1 (Apr 24- Jun 24)	%	Q2 (Jul 24- Sep 24)	%	Q3 (Oct 24- Dec 24)	%	Q4 (Jan 25 - Mar 25)	%
Total		48	%	44	%	46	%	45	%
Mixed		1	2.08	0	0	0	0	0	0
Not Declared		1	2.08	1	2.27	1	2.17	1	2.22
White and Asian		1	2.08	0	0	0	0	0	0
White British		11	22.92	10	22.73	13	28.26	13	28.88
White British or Irish		34	70.83	33	75	32	69.57	31	68.88
SUMMARY ROW	**WHITE BRITISH/IRISH**	**45**	**93.75**	**43**	**97.73**	**45**	**97.83**	**44**	**97.77**
SUMMARY ROW	**ETHNIC MINORITY**	**2**	**4.17**	**0**	**0**	**0**	**0**	**0**	**0**
SUMMARY ROW	**NOT DECLARED**	**1**	**2.08**	**1**	**2.27**	**1**	**2.17**	**1**	**2.22**

On-Call

Ethnicity	Q1 (Apr 24- Jun 24)	%	Q2 (Jul 24- Sep 24)	%	Q3 (Oct 24- Dec 24)	%	Q4 (Jan 25 - Mar 25)	%
Total	147	%	147	%	141	%	138	%
Any Other White	2	1.36	1	0.68	1	0.71	1	0.72
Chinese	1	0.68	1	0.68	1	0.71	1	0.72
Not Declared	2	1.36	2	1.36	2	1.42	2	1.44
Prefer not to specify	1	0.68	1	0.68	1	0.71	1	0.72
White and Asian	1	0.68	1	0.68	1	0.71	1	0.72
White and Black Caribbean	1	0.68	1	0.68	1	0.71	1	0.72
White British	17	11.56	20	13.61	20	14.18	23	16.66
White British or Irish	122	82.99	120	81.63	114	80.85	108	78.26

SUMMARY ROW	WHITE BRITISH/IRISH	139	94.56	140	95.24	134	95.03	131	94.92
SUMMARY ROW	ETHNIC MINORITY	5	3.40	4	2.72	4	2.84	4	2.89
SUMMARY ROW	NOT DECLARED	3	2.04	3	2.04	3	2.13	3	2.17

Green Book

Ethnicity	Q1 (Apr 24- Jun 24)	%	Q2 (Jul 24- Sep 24)	%	Q3 (Oct 24- Dec 24)	%	Q4 (Jan 25 - Mar 25)	%
Total	309	%	331	%	334	%	325	%
African	1	0.32	2	0.60	2	0.60	2	0.60
Any other Asian Background	1	0.32	1	0.30	1	0.30	1	0.30
Any other Black / African / Caribbean Background	2	0.64	2	0.60	2	0.60	2	0.60
Any other Ethnic Group	1	0.32	1	0.60	1	0.60	1	0.30
Any Other White	5	1.61	5	1.51	5	1.50	5	1.5
Asian or Asian British	10	3.23	9	2.71	9	2.69	9	2.70
Caribbean		0.32	1	0.60	2	0.60	2	0.60
Gypsy or Irish Traveller	1	0.32	1	0.60	1	0.30	1	0.30
Indian	3	0.97	4	1.21	4	1.20	3	0.90
Irish	1	0.32	1	0.30	1	0.30	1	0.30
Mixed	0	0	1	0.30	1	0.30	1	0.30
Not Declared	2	0.64	2	0.60	2	0.60	2	0.60
Pakistani	1	0.32	4	1.21	4	1.20	3	0.90
Prefer not to specify	3	0.97	3	0.90	3	0.90	3	0.90
White and Asian	1	0.32	2	0.60	2	0.60	2	0.60

White and Black African	1	0.32	2	0.60	2	0.60	2	0.60
White and Black Caribbean	1	0.32	1	0.30	1	0.30	1	0.30
White British	100	32.36	119	35.95	122	36.52	121	37.23
White British or Irish	173	55.98	170	51.36	169	50.59	163	50.15
SUMMARY ROW WHITE BRITISH/IRISH	**273**	**88.35**	**289**	**87.31**	**291**	**87.13**	**284**	**87.38**
SUMMARY ROW ETHNIC MINORITY	**31**	**10.03**	**37**	**11.18**	**38**	**11.37**	**36**	**11.07**
SUMMARY ROW NOT DECLARED	**5**	**1.62**	**5**	**1.51**	**5**	**1.50**	**5**	**1.53**

Sickness Absence

The Sickness table reporting (sickness days lost per employee) provided in previous activity reports is currently unavailable. Work is ongoing to move sickness data across into the OneView system and whilst this work is ongoing the report used to provide this data is unavailable. This table will be reintroduced once this is possible.

SICKNESS ABSENCE - MAJOR CAUSES FOR CURRENT FINANCIAL YEAR 2024/25 (April to March)

	Total Days Lost	Mental Health	Musculo Skeletal	Surgery	Other	Respiratory	Gastro Intestinal	Cardiovascular	Corona Virus
Total 2024/25	15318.0	4148.0	3833.0	2241.0	1876.0	1619.0	1217.0	254.0	130.0
Percentage	100.00%	27%	25%	15%	12%	11%	8%	2%	1%
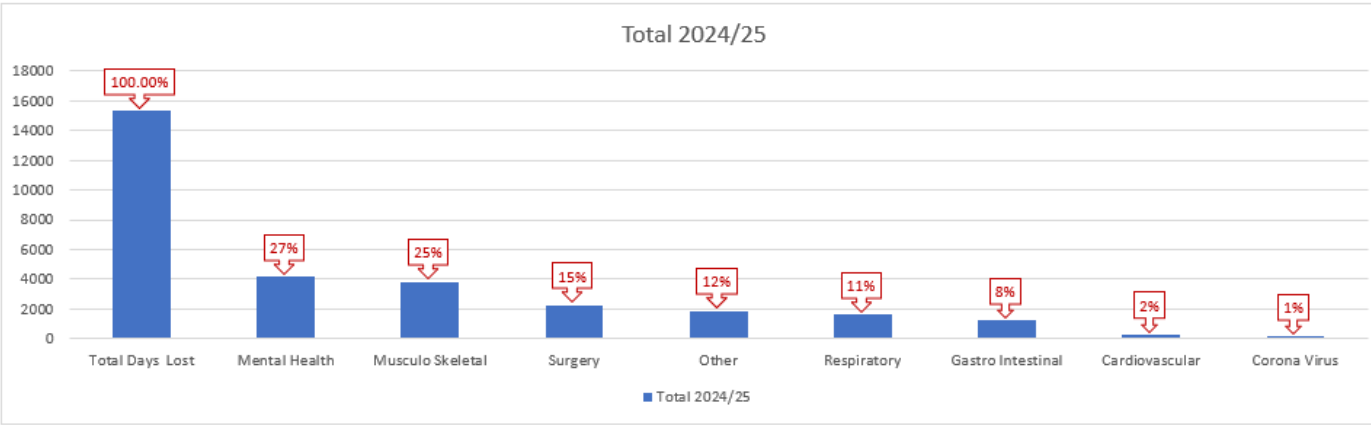
Total 2024/25

SICKNESS ABSENCE - MAJOR CAUSES FOR APRIL 2022 to MARCH 2024 (Financial Years)

	Total Days Lost	Musculo Skeletal	Mental Health	All Other Causes	Surgery	Respiratory	Gastro Intestinal	Corona Virus	Cardiovascular
Total 2022/23	15119.00	4108.00	2873.00	2263.00	1514.00	1738.00	1012.00	1336.00	275.00
Total 2023/24	16173.00	4506.00	3836.00	2315.00	2077.00	1444.00	1093.00	465.00	437.00
Total	31292.00	8614.00	6709.00	4578.00	3591.00	3182.00	2105.00	1801.00	712.00
Percentage	100.00%	27.53%	21.44%	14.63%	11.48%	10.17%	6.73%	5.76%	2.28%

Sickness Absence - Major Causes for Previous Two Years (Financial Years)

	Musculo Skeletal	Mental Health	All Other Causes	Surgery	Respiratory	Gastro Intestinal	Corona Virus	Cardiovascular
Total 2022/23	4108.00	2873.00	2263.00	1514.00	1738.00	1012.00	1336.00	275.00
Total 2023/24	4506.00	3836.00	2315.00	2077.00	1444.00	1093.00	465.00	437.00
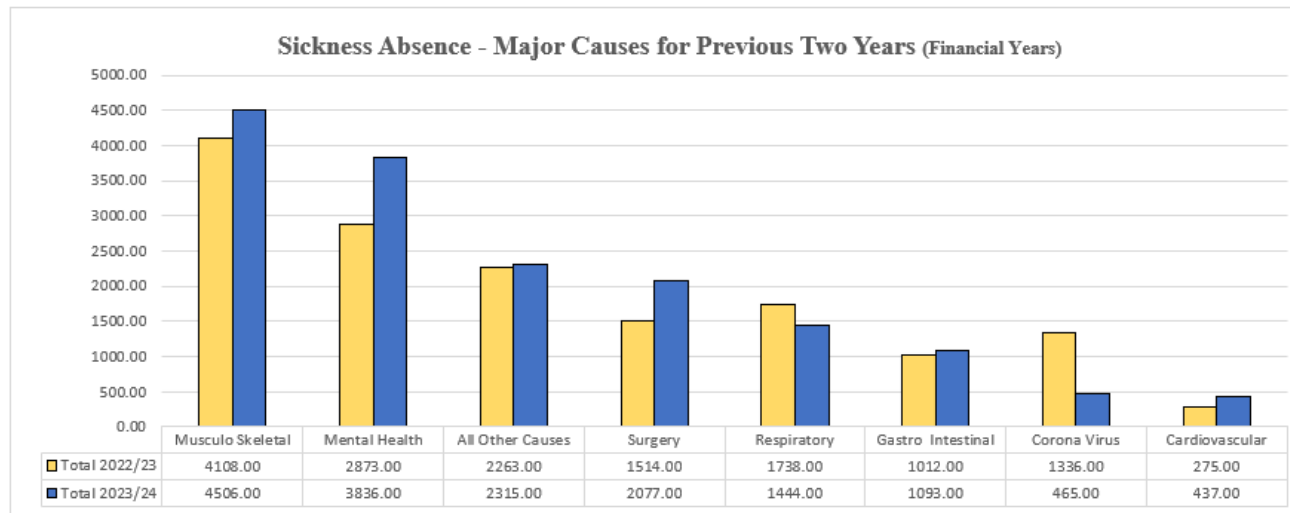
HEALTH AND SAFETY PERFORMANCE 1 April 2024 – 31 March 2025

Lost time up to 3 days

Actual performance 2024/25	Target 2024/25
16	19

Lost time over 3 days

Actual performance 2024/25	Target 2024/25
29	28

RIDDOR Major injury/disease

Actual performance 2024/25	Target 2024/25
2	No target set

Occupational Health Key Performance Indicators.

Period 1st January 2025 – 31st March 2025

Ref No.	KPI	Target	Quarter 1ST January 2025 – 31st March 2025	YTD 1st April 2024 – 31st March 2025	Target achieved for present quarter
1	Management referral to appointment date (3 weeks)	90%	54%	61%	NO*
2	AMA report to management within 48hr	90%	91%	98%	YES
3	No. of Did Not Attends (DNA's) or cancellation <48 hr notice		0 Nurse 0 AMA	9 0	
4	No. of physiotherapy referrals		41	127	
5	No. of counselling referrals		41	145	
6	No. of management referrals		13	36	
7	No. of health screenings		25	306	
8	No. of self-referrals		9	29	
9	No of AMA consultations		157	836	

*this period saw the appointment of a new Authority Medical Advisor (AMA) who requires more time per appointment, resulting is less appointments per clinic. A wider review of the unit is underway looking at referral criteria for the AMA and nurses.

Discipline and Grievance cases

01/01/25	31/03/25	Total Disciplinaries Completed.		Current Live Cases.	Time to Complete if Outside of Target, Examples.
	Total started in Period.	In Target [within 60 days].	Out of Target [over 60 days].		
Green Book.	1	1	0	0	Completed within 60 days = No case to answer
Control.	0	0	0	0	N/A
On Call.	0	0	0	0	N/A
Wholetime.	10	8	2	1	Completed with 60 days = 5 Informal Warnings, 1 Written Warning, 1 Final Written Warning, 1 no case to answer Out of Target of 60 days = 1 no case to answer, 1 outstanding
Total.	11	9	2	1	

01/01/25	31/03/25	Total Grievances Completed.		Current Live Cases.	Average / Time to Complete.
	Total Received in Period.	In Target [under 30 days].	Out of Target [Over 30 days].		
Green Book.	2	1	1	0	X2 partially upheld
Control.	0	0	0	0	
On-Call.	0	0	0	0	
Wholetime.	4	1	3	0	x2 not upheld, 1 upheld, 1 partially upheld
Total.	6	2	4	0	

Recruitment Statistics.

External Recruitment by Directorate 1 January 2025 to 31 March 2025.

Directorate.	Total Received	Total Complete in Period	Total Complete Within Target	Total Complete Outside Target	Live cases	Average time to complete (Days)	Vacancies not appointed to	Target Timescale
Finance & Procurement.	1	0					1 (a)	
Service Delivery.	5	5	5	0	0	58	0	Green < 84 Days
Corporate Services.	1	1	1	0	0	32	0	Red > 84 Days
Employment Services.	1	0					1 (b)	
Service Support.	5	5	5	0	0	43	0	

Internal Only Recruitment by Directorate 1 January 2025 to 31 March 2025.

Directorate.	Total Received	Total Complete in Period	Total Complete Within Target	Total Complete Outside Target	Lives cases	Average time to complete (Days)	Vacancies not appointed to	Target Timescale
Finance & Procurement.	0							
Service Delivery.	4	4	1	3	0	40	0	Green <30 Days
Corporate Services.	0							Red > 30 Days
Employment Services.	0							
Service Support.	1	1	0	1	0	40	0	

Procurement Assistant advert was withdrawn.

Head of People not appointed to after interviews. This has since been re-advertised.

3. Financial Implications

There are no financial implications arising from this report.

4. Legal Implications

The Monitoring Officer has considered this report and is satisfied it is presented in compliance with the Authority's Constitution.

5. Human Resource and Diversity Implications

This report concentrates on Human Resource and Diversity implications.

6. Equality Impact Assessment

Are the recommendations within this report subject to Equality Impact Assessment as outlined in the EIA guidance?:   No

7. Health, Safety and Wellbeing Implications

This report considers health and safety and wellbeing as part of the content and narrative.

8. Environmental Implications

There are no environmental implications arising from this report.

9. Your Fire and Rescue Service Priorities

This report links with the Community Risk Management Plan 2022-25 strategic priorities below:
- Promote the health, safety, and wellbeing of all our people.
- Achieve a more inclusive workforce, which reflects the diverse communities we serve.

MINUTES OF THE MEETING OF THE YORKSHIRE & HUMBER EMPLOYERS' ASSOCIATION HELD VIRTUALLY ON TUESDAY 10 JUNE 2025
 (Annual Meeting)

Present:

Metropolitan Districts

Cllr Silvia Dacre   Calderdale MBC
Cllr Carole Pattison   Kirklees Council

Unitary Councils

Cllr Cliff Lunn   North Yorkshire Council
Cllr Stephen Harness   North East Lincs Council
Cllr Katie Lomas   York CC

In Attendance

Rebecca Hardwick   Doncaster CC
Jackie Addison   Calderdale MBC
Craig Wood   Wakefield MDC
Zoe Martin   East Riding
Sandra Humble   Hull
Michael Potter   Barnsley MBC
Amy Leech   Rotherham MBC
Claire Matson   Leeds
Sayka Akhtar   Bradford
Emma Lawer   Bradford
Helen Whiting   York
Emma Butler   North Yorkshire Council
Julie Brookes   YHEA

Employers Secretary

Martin Williams (YHEA),

1. **Introductions and Apologies**

   Apologies for absence were received on behalf of
   Cllr Healing – East Riding, Cllr Waltham - North Lincs,
   Cllr Robert Frost - Barnsley MBC

2. **Appointment of Chair for 2025/26**

   Cllr Cliff Lunn, North Yorkshire Council was appointed as Chair for the 25/26 year.

3. **Appointment of Vice-Chair for 2025/26**

   Cllr Silvia Dacre was appointed as Vice – Chair for 25/26 year.

4. Appointment of Employers' Secretary

Martin Williams was appointed as Employers Secretary for 25/26 year.

5. Appointment of Treasurer

The Employers Secretary as in item 4 will be appointed as Treasurer.

6. Members of the Employers Association 2025/26

Members of the Association as notified are;

Barnsley	Cllr Robert Frost
Bradford	Cllr Tariq Hussain
Calderdale	Cllr Silvia Dacre
Doncaster	TBC
East Riding	Cllr David Tucker
Hull	Cllr Jackie Dad
Kirklees	Cllr Carole Pattison
Leeds	Cllr Debra Coupar
North East Lincs	Cllr Stephen Harness
North Lincs	Cllr Rob Waltham
North Yorkshire	Cllr Cliff Lunn
Rotherham	Cllr Saghir Alam
Sheffield	Cllr Fran Belbin
Wakefield	TBC
WYCA	TBC
York	Cllr Katie Lomas
Humberside Fire	Cllr Nigel Sherwood
North Yorks Fire	Cllr Gareth Dadd
South Yorks Fire	Cllr Stuart Knight
West Yorks Fire	Cllr Fozia Shaheen

7. Meeting Arrangements for 2025/2026

Dates for future meetings are 18 November 2025.
Meeting will continue to be held virtually using Microsoft Teams.

8. Regional Joint Council Arrangements for 2025/2026

Regional Joint Council arrangements will remain the same. Next meeting is on 18 November 2025 at 11.00am.

9. Appointment of Auditors 2025/26

Azets will be reappointed for 25/26.

Work is ongoing now for 2024/25 audit.

10. Any Other Urgent Business

Nothing reported.

11. Close of Meeting

55